

CALIFORNIA PRISON INDUSTRY AUTHORITY

ASSOCIATE INDUSTRIAL HYGIENIST 9PI07

OPEN

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

POSITIONS EXIST AT	CALIFORNIA PRISON INDUSTRY AUTHORITY - CENTRAL OFFICE, FOLSOM, CA
WHO SHOULD APPLY	Applicants who meet the minimum qualifications as stated on this bulletin. Applications will not be accepted on a promotional basis.
HOW TO APPLY	Applications (Form 678) are available, and must be filed by mail or in person, with the California Prison Industry Authority, Examination Services Unit, 560 East Natoma Street, Folsom, CA 95630-2200. DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD
FINAL FILING DATE	Applications (Form 678) must be POSTMARKED no later than March 17, 2009 . Applications postmarked, personally delivered, or received via interoffice mail after the final filing date will not be accepted for any reason.
SALARY	\$4960 – \$6577
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Examination Application." You will be contacted to make specific arrangements.
ELIGIBLE LIST INFORMATION	Names of successful competitors are merged into a departmental open list established for the California Prison Industry Authority. Eligibility expires 24 months after is established unless the needs of the service and conditions of the list warrant a change in this period.
POSITION DESCRIPTION	Under the direction of the departmental Health and Safety Officer, this position works with management at designated CALPIA locations to develop and enforce the Injury and Illness Prevention Program (IIPP), including all related health and safety programs; conducts research and provides technical guidance to administrators, managers, and staff on complex health and safety issues to ensure compliance with all CalOSHA laws, rules, and regulations pertaining to workplace health and safety; inspects, identifies and evaluates health and safety concerns in the workplace; investigates complaints of unhealthy working conditions; prepares written reports of findings and recommends methods to control hazards in the workplace; assists with the development of and conducts training required by health and safety regulation for field staff; drafts and/or revises departmental policies, procedures, programs and guidelines related to health hazards for CALPIA statewide; prepares letters and memos and develops informational items to share with CALPIA staff; assists field offices with evaluation and identification of occupational workplace hazards, including arranging for, or assisting with, various testing and monitoring related to the different components of the health and safety program; participates and assists in site inspections, accident investigations and development of corrective action plans, as necessary; participates in safety audits as required and prepares correspondence and preliminary reports of findings for review by other Health and Safety Unit personnel; assists the various locations in correcting and responding to CalOSHA violations or health and safety complaints.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I "or" II, "or" III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirements.</p> <p>NOTE: Applicants must meet the education and/or experience requirements for this examination by the final filing date. Your signature on your application indicates that you have read, understood and possess the required qualifications. All applications/resumes must include "to" and "from" employment dates (month/day/year), time-base, and official employment titles. College course information must include title, semester or quarter units, name of institution, completion dates and degree (if applicable). Applications/resumes received without this information will be rejected.</p>
MINIMUM QUALIFICATIONS	<p style="text-align: center;">Either I</p> <p>Experience: One year of experience in the California state service performing the duties of an Assistant Industrial Hygienist.</p> <p style="text-align: center;">Or II</p> <p>Experience: Three years of increasingly responsible professional or technical experience in identifying, evaluating, and controlling health hazards in work places, and developing, evaluating, and implementing occupational health standards. This experience shall include at least two years in a position comparable in level, responsibility, and duties to that of an Assistant Industrial Hygienist in the California state service. (A Master's Degree in Chemistry, Engineering, Environmental Health, Industrial Hygiene, Public Health, or a closely related curriculum may be substituted for one year of the required general experience.) and</p> <p>Education: Equivalent to graduation from college with major work in industrial hygiene, environmental health, engineering, chemistry, biology, physics, medicine, public health, or in a field directly related to occupational health and safety. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.) A Master's Degree in Industrial Hygiene or Occupational Health, acquired in a two-year master's degree program including planned work experiences, may be substituted for the two years of required general experience.</p>
EXAMINATION INFORMATION	<p>This examination utilizes an evaluation of education and experience (E&E) weighted 100%. You will be measured solely on the information provided on your application. The information you provide will be assessed compared to a standard of pre-determined criteria and linked to the knowledge and abilities (listed below) required for the classification. It is especially important that each candidate take special care to accurately complete their application. List all education and experience relevant to the "Minimum Qualifications" and "Scope" shown on this announcement. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.</p>
SCOPE	<p>A. Knowledge of:</p> <ol style="list-style-type: none"> 1. Basic principles of industrial hygiene, environmental and public health, and State and Federal laws, rules, and regulations on the health of industrial workers. 2. Basic concepts of apparatus used to monitor and/or collect samples of substance for analysis. 3. Public health and industrial hygiene practices. 4. Effects and control of environmental and occupational hazards. 5. Methods, techniques, and practices used in determining and eliminating health hazards in occupational and environmental settings. 6. Special sampling techniques and related apparatus. 7. Control of industrial and environmental health hazards. 8. Basic principles of supervision and training.

SCOPE (continued)	B. Ability to: <ol style="list-style-type: none"> 1. Analyze situations accurately, derive recommendations, and take effective action. 2. Establish and maintain effective teamwork and cooperative working relationships. 3. Communicate effectively. 4. Prepare clear and concise reports. 5. Collect and evaluate findings and make recommendations for the elimination or control of hazardous conditions. 6. Function as a specialist in one or more physical, biological, chemical, engineering, or toxicological factors, effects, and control measures. 7. Interpret and apply industrial hygiene and environmental standards. 8. Independently conduct the most difficult field studies and investigations. 9. Represent the department in meetings and make presentations to other governmental jurisdictions, the industry and community groups. 10. Train, lead, and review the work of other technical personnel.
VETERANS PREFERENCE CREDITS	Veterans Preference Credits will not be granted in this examination since it does not qualify as an entrance examination.
QUESTIONS	If you have any questions concerning this announcement, please contact the California Prison Industry Authority, Examination Services Unit, 560 East Natoma Street, Folsom, CA 95630-2200 at (916) 358-2696.

GENERAL INFORMATION

It is the candidate's responsibility to contact the California Prison Industry Authority at (916) 358-2696, three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at State Personnel Board offices, local offices of the Employment Development Department, California Prison Industry Authority, and at www.pia.ca.gov.

If you meet the requirements, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list.

CALPIA reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: Ordinarily, oral interviews are scheduled at Folsom's Central Office and correctional institutions throughout the State. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multi-departmental, 4) service-wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin and under certain circumstances may be extended beyond that time.

Promotional Examinations Only: Competition is limited to employees who have civil service appointment. Under certain circumstances other employees may be allowed to complete under provision of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235, 235.2, and 237 contain provisions regarding civil services status and eligibility for promotional examinations.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, an investigation may be made of employment records and personal history and fingerprinting may be required.

Policy of Nondiscrimination on the Basis of Disability and Equal Employment Opportunity Statement: The California Prison Industry Authority does not discriminate on the basis of disability in employment or in the admission and access to its program or activities. The Equal Employment Opportunity Office has been designated to coordinate and carry out this agency's compliance with the nondiscrimination requirements to Title II of the Americans with Disabilities Act (ADA). Information concerning the provisions of the ADA, and the rights provided thereunder, is available from the ADA Coordinator at 560 East Natoma Street, Folsom, CA 95630-2200.

CALIFORNIA PRISON INDUSTRY AUTHORITY
560 EAST NATOMA STREET, FOLSOM, CA 95630-2200
CALIFORNIA RELAY (TELEPHONE) SERVICE FOR THE DEAF OR HEARING-IMPAIRED:
FROM TDD PHONES: 1-800-735-2929 FROM VOICE PHONES: 1-800-735-2922